



TOWN OF WESTFORD
BOARD OF SELECTMEN

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Phone (978) 399-2557 Fax (978) 399-2557

ACTION TAKEN

MEETING AGENDA

Tuesday, January 8, 2013

7:00PM

Town Hall, Meeting Room, 55 Main Street
(Please be advised all times are approximate)

1. 7:00PM **Executive Session**
 - Litigation/ lease of real property pertaining to Meadow Brook Farm as an open discussion may have a detrimental effect on the litigating position of the town
 - Discuss strategy with respect to collective bargaining as an open meeting may have a detrimental effect on the bargaining position of the town
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
 - 1) Recognition of Captain Joe Roy for his 36 years of service
 - 2) Announce Police Department receiving the "Southern New England Gold Award of 2012", and Traffic Officer Scott Hyder receiving the "2012 Traffic Safety Hero of the Year Award" from AAA
5. 7:35PM **Public Hearing – Request to Transfer All Alcohol Inn Holder License From Westford Regency Inn, Inc. to Empire Regency Hospitality, LLC at 219 Littleton Road – Attorney Paul Alphen**
Approved 5-0
6. 7:40PM **Request to Transfer Inn Holder and Common Victualler Licenses From Westford Regency Inn, Inc. to Empire Regency Hospitality, LLC at 219 Littleton Road – Attorney Paul Alphen**
Approved 5-0
7. 7:45PM **Sign Request**
 - Sandrino's Pizza
175 Littleton Road
8. 7:50PM **Overview on Town Center Project From The Northern Middlesex Council of Governments – Beverly Woods, Executive Director**
9. 8:00PM **Request Support for Two New Sidewalks – Peter Ewing, Pedestrian Safety Committee**
Approved 5-0

10. 8:10PM
BoS support pursuing the potential for affordable housing on 3.2 acres of the parcel 5-0

Response to Selectmen Questions About National Heritage Mitigation Requirements on the Edwards Parcel – *Paul Culley, Chairman, Affordable Housing Committee*

11. 8:20PM
Continued to 1/22/13

Discussion Regarding Establishing Conservation Restriction on Vose Parcel - Map 7, Parcel 86 – *Bill Turner, Conservation/Resource Planner*

12. 8:30PM

Old/New Business

Approved terms as discussed with final agreement to be presented on 1/22/13 5-0

- 1) Announce vacancy on the Westford Housing Authority board due to the resignation of Phyllis Koulouras
- 2) Vote to sign Cresthaven restriction and “Donation Agreement” – *Angus Jennings, Director of Land Use Management*

Requested draft policy to include Selectmen review as part of process of approving projects in the Right of Way

- 3) Request input regarding process for projects in the Right of Way on the Bruce Freeman Rail Trail – *Pat Savage, Director of Parks, Recreation & Cemetery*

13. 8:40PM

Board Reports/Updates

14. 8:45PM

Town Manager’s Report

Approved funding from Tadmuck Gift Account 5-0

Continued to 1/22/13

**Approved amending goal #1 to 3 year financial projection rather than 5 year, 4-1 (Selectmen Wormell opposed)
Approved goals with modifications 5-0**

- 1) Vote to award the contract for engineering services for the Tadmuck Road Intersection Improvements to VHB, Inc. for \$90,000
- 2) Report from 2012 Goal #3 – Investigating water rights in town
- 3) Request to approve 2013 BoS/Town Manager Goals
- 4) Request to award contract for Facility Condition Assessment for Roudenbush buildings to Gienapp Design Associates, LLP for a contract not to exceed \$15,000
- 5) Request to increase non-union pay classification for FY14 by 1%

15. 8:55PM

Correspondence

16. 9:00PM

Adjournment

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact Tina Landry 978-692-5501 extension 1 or email to tlandry@westfordma.gov.

**Board of Selectmen
Correspondence
January 8, 2013**

Outgoing Correspondence:

15.01	11/27/12	Board of Selectmen certificate to Eagle Scout Philip Pang
15.02	11/27/12	Town Manager's letter to Eagle Scout Philip Pang
15.03	12/18/12	Board of Selectmen certificate to Eagle Scout Alexander Noone
15.04	12/18/12	Town Manager's letter to Eagle Scout Alexander Noone
15.05	12/18/12	Board of Selectmen certificate to Eagle Scout Daniel Mulligan
15.06	12/18/12	Town Manager's letter to Eagle Scout Daniel Mulligan
15.07	12/18/12	Board of Selectmen certificate to Gold Award Scout LillyAnna Kuehl
15.08	12/18/12	Town Manger's letter to Gold Award Scout LillyAnna Kuehl
15.09	12/18/12	Board of Selectmen's letter to Captain Joseph Roy
15.10	12/18/12	Town Manager's letter to Captain Joseph Roy

Incoming Correspondence:

(Listed by date sent/date received)

15.11	11/13/12	MassDOT Notice of Taking
15.12	11/21/12	Letter from US Census Bureau regarding the 2010 Census counts
15.13	11/23/12	Letter from D'Amoure Associates, Inc. – Notice of Completion of Phase II Comprehensive Site Assessment
15.14	12/5/12	Notice of Environmental Sampling – Brookside Rd
15.15	12/5/12	Tyree – Notice of Public Involvement – Private Drinking water Supply Well Results – Getty Station No 30633
15.16	12/6/12	US Census Bureau – Boundary and Annexation Survey
15.17	12/7/12	Department of Telecommunications and Cable – Lifeline Program
15.18	12/7/12	CMG Environmental – Notice of Revised Response Action Outcome Statement – Abbot Mill, Pleasant St.
15.19	12/10/12	Lowell Regional Transit Authority – Agenda 12/13/12
15.20	12/10/12	Pan Am Railways – Train Operations in Westford
15.21	12/10/12	Letters from Jeanie Pecora regarding Girl Scout LillAnna Kuehl
15.22	12/14/12	Letter from John Noone regarding Eagle Scouts Alexander Noone and Daniel Mulligan
15.23	12/17/12	Northern Middlesex Council of Governments Agenda 12/19/12
13.24	12/17/12	2012 Comprehensive Planning Award
15.25	12/17/12	MassDOT National Bridge Inspection Report – Broadway ST/Stony Bk
15.26	12/19/12	Xfinity – Important price adjustment
15.27	12/20/12	Stantec – Landfill Gas Monitoring: 4 th Quarter 2012 – Supplemental Monitoring
15.28	12/21/12	Woodard & Curran – Notification of Availability of Phase II Comprehensive Site Assessment and Phase III Remedial Action Plan Addendum Report
15.29	12/21/12	Xfinity – Price Adjustment Correction
15.30	12/22/12	Department of Conservation & Recreation – Potential Hazard Mitigation Grant Program
15.31	12/19/12	Stantec – Environmental Monitoring and Maintenance Westford Landfill Reporting Years 2011 and 2012 (in reading folder)
15.32	12/27/12	Letter from Maura C. Rivet
15.34	12/28/12	Letter from Tallgate-LLC regarding the 2013 MMA Annual Meeting and Trade Show